

A regular meeting of the City Council for the City of Canby, Minnesota was held on May 19<sup>th</sup>, 2015 at 7:00 P.M. in the City Council Chambers.

Members: Nancy Bormann, Jeff Varcoe, Nate Oellien

Absent: Denise Hanson, Frank Maas

Visitors: Nicholas Johnson, City Administrator  
Gerald Boulton, City Attorney  
Steve Dewald, Lightowler Johnson Associates  
Darci Anderson, Kinner and Company  
Melissa Denelsbeck, Canby News  
Jody Olson

The Pledge of Allegiance was recited.

The meeting was called to order.

The minutes of May 5<sup>th</sup>, 2015 were reviewed. A motion was made by Oellien and seconded by Varcoe to approve the minutes. All voted in favor. None voted against. The motion was carried.

Steve Dewald of Lightowler Johnson Associates presented the plans and specifications of the proposed new municipal swimming pool facilities. Resolution 2015-5-19-1, a resolution approving plans and specifications and ordering advertisement of bids, was reviewed. A motion was made by Varcoe and seconded by Oellien to adopt the resolution. All voted in favor. None voted against. The motion was carried.

**City of Canby**  
**Resolution 2015-5-19-1**

**Resolution Approving Plans and Specifications and Ordering Advertisement for Bids**

WHEREAS, Lightowler Johnson Associates, Inc. (consulting engineers) for Canby, Minnesota have prepared final plans and specifications for the construction of the Canby Municipal Swimming Pool, and such plans and specifications have been presented to this Council for approval:

NOW THEREFORE, BE IT RESOLVED by the City Council of Canby, Minnesota:

1. Such plans and specifications are hereby approved and ordered placed on file in the office of the City Administrator.
2. The City Administrator shall prepare and cause to be inserted in the official paper Canby News and other appropriate places an advertisement for bids upon the making of such improvement under such approved plans and specifications.

The advertisement shall be published in each of said publications at least once not less than three weeks (21 days) before the date set for opening bids, shall specify the work to be done, shall state that bids will be publicly opened on **Tuesday June 30, 2015 at 2:00 p.m.** at City Hall Council Chambers in Canby, Minnesota and that no bids will be considered unless sealed and filed with the City Administrator and accompanied by a bid bond payable to the City of Canby for five (5) percent of the amount of such bid.

Adopted by the City Council on May 19<sup>th</sup>, 2015.

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator

Darci Anderson of Kinner and Company presented the 2014 City Audit. A motion was made by Oellien and seconded by Varcoe to approve the audit. All voted in favor. None voted against. The motion was carried.

Resolution 2015-5-19-2, a resolution for TIF 1-8, was reviewed. A motion was made by Varcoe and seconded by Oellien to adopt the resolution. All voted in favor. None voted against. The motion was carried.

## CITY OF CANBY

### RESOLUTION NO. 2015-5-19-2

#### RESOLUTION APPROVING THE HOUSING AND REDEVELOPMENT AUTHORITY TAX INCREMENT FINANCING DISTRICT NO. 1-8 PLAN

WHEREAS, on May 19, 2015 the Housing and Redevelopment Authority of the City of Canby (City) created Tax Increment Financing District 1-8 pursuant Minnesota Statutes, Sections 469.174 through 469.1799, to promote development and redevelopment within an area of the City which had not been developed to its full potential; and,

WHEREAS, the Housing and Redevelopment Authority of the City of Canby (City) has requested approval of the Tax Increment Financing District 1-8; and,

WHEREAS, the City of Canby (City) has published a notice in the Canby News and held a public hearing on the Housing and Redevelopment Authority of the City of Canby (City) on Tax Increment Financing District 1-8 Plan on May 19, 2015; and,

WHEREAS, the City of Canby (City) has found the proposed district meets the criteria of Minnesota Statutes, Sections 469.174, subdivision 10, paragraph (a), clauses (1) and (2) because the parcels consisting of 70 percent of the area of the district are occupied by buildings, more than 50 percent of the buildings are structurally substandard to a degree requiring substantial renovation or clearance and the district consists of underused property; and,

WHEREAS, the City of Canby (City) has also found that, in the opinion of the municipality, the proposed redevelopment would not reasonably be expected to occur without the use of tax increment financing; the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the district permitted by the plan; the tax increment financing plan conforms to the general plan for the redevelopment of the municipality as a whole; the tax increment plan will afford maximum opportunity, consistent with the sound needs of the municipality as a whole, for the redevelopment of the project by private enterprise; and, the municipality elects the method of tax increment computation set forth in section Minnesota Statutes 469.177, subdivision 3, paragraph (b).

NOW, THEREFORE, BE IT RESOLVED By the City Council of the City of Canby, Canby, Minnesota (City) approves the Housing and Redevelopment Authority of the City of Canby's Tax Increment Financing District 1-8.

Dated: May 19, 2015.

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator

An amendment to the MN DOT airport operations and maintenance grant agreement was reviewed. The amendment proposes to increase the amount funded from 66.66% to 75%. A motion was made by Oellien and seconded by Varcoe to approve the amendment to the agreement. All voted in favor. None voted against. The motion was carried.

Resolution 2015-5-19-3, a resolution calling for a hearing for the propose assessment for the parking lot, was reviewed. A motion was made by Oellien and seconded by Varcoe to adopt the resolution. All voted in favor. None voted against. The motion was carried.

**City of Canby**  
**Resolution No. 2015-5-19-3**

## **Resolution for Hearing on Proposed Assessment**

WHEREAS, by a resolution 2014-8-5-1 was passed by the council on August 5, 2014, the city administrator and city engineer was directed to prepare a proposed assessment of the cost of Infrastructure Replacement Project - Phase I; the improvement includes the following area:

area located east of St. Olaf Avenue (US TH 75) from 1st Street East (MN TH 68) on the south to 5th Street East on the north; the area located south of 1st Street South from Lyon Avenue South on the west to Ring Avenue South on the east and goes south to Division Street and the area of Oscar Avenue from 5th to 8th Street including 8th Street from St. Olaf to Oscar Avenue

wherein, the specific area affected by this assessment hearing includes the following area within the above described improvement area:

Block 2 of the Original Plat to the City of Canby

and

WHEREAS, the city administrator has notified the council that such proposed assessment has been completed and filed in the city office for public inspection,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CANBY, MINNESOTA:

1. A hearing shall be held at 6:30 p.m. on June 16, 2015 in the Community Room located at 110 Oscar Avenue North to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The city administrator shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Canby, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the council this 19<sup>th</sup> day of May, 2015

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator

A motion was made by Varcoe and seconded by Oellien to adjourn. All voted in favor. None voted against. The motion was carried.

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator